

JANUARY 3, 2011

ORGANIZATION MEETING

6:00PM

Present at meeting	Ralph Bentley	Supervisor
	Frank Hill	Councilman
	Kenneth Higgins	Councilman
	Robert Olson	Councilman
	Joseph Dooris	Councilman
Krista Wood	Town Clerk	

Also: Gary McMeekin

Supervisor Bentley opened the Organization Meeting and welcomed guests.

The Resolutions to organize the Town were then introduced.

Messrs. Dooris and Hill introduced Resolutions 1-18 and moved their adoption, all Ayes:

RESOLUTION NO. 1 OF 2011

RESOLUTION DESIGNATING COMMITTEES FOR 2011

RESOLVED, that Supervisor Ralph Bentley does hereby appoint the following Committees for 2011, first name being the Chairman:

RECYCLING & TRANSFER STATION.....OLSON & HILL

FINANCE, INSURANCE, PERSONNEL,
ELECTIONS & LEGISLATIVE.....HILL & OLSON

FACILITIES, GROUNDS, PUBLICITY,
BEAUTIFICATION, CABLE.....HILL & HIGGINS

HIGHWAY, TRAFFIC SAFETY, STREET
LIGHTS, LAKE AFFAIRS, DAM.....HILL & HIGGINS

FIRE & AMBULANCE.....HIGGINS & OLSON

CEMETERY & LIBRARY.....OLSON & HILL

RECREATION (YOUTH & SENIORS),
HEALTH, INSECT CONTROL.....HIGGINS & HILL

PLANNING, COMMUNITY DEVELOPMENT,
ZONING, REAL PROPERTY ASSESSMENT,
DATA PROCESSING.....HIGGINS, HILL, OLSON

MILFOIL COMMITTEE (SCHROON LAKE).....Hill, Olson, H. Balz, J. Koch

MILFOIL COMMITTEE (BRANT LAKE).....Olson, Higgins, D. Paton, W. Scidmore, G. McMeekin

STARBUCKVILLE COMMITTEE.....Hill, Higgins, J. Koch

RESOLUTION NO. 2 OF 2011

RESOLUTION DESIGNATING SALARIES FOR 2011

RESOLVED, that effective January 1, 2011 the following shall be the salary and compensation for the Town of Horicon:

Supervisor	Ralph Bentley	\$24,680.00
Budget Officer	Ralph Bentley	\$ 2,500.00
Town Clerk	Krista Wood	\$29,500.00
Town Council	Frank Hill	\$ 4,806.00
	Kenneth Higgins	\$ 4,806.00
	Robert Olson	\$ 4,806.00
	Joseph Dooris	\$ 4,806.00
Town Justice	James Murphy	\$11,907.00
Hwy. Supt.	Paul Smith	\$46,680.00
Sole Assessor	Paul Maniacek	\$30,000.00
Deputy Tax Collector	Krista Wood	\$ 5,000.00
Assistant Tax Collector	Dawn Higgins	\$ 1,000.00
Library Clerk	Linda Hoyt	\$13,386.00
Dog Control	Darian Granger	\$ 4,050.00
Historian	Colleen Murtagh	\$ 1,500.00
Chairman ZBA & Planning Boards		\$ 750.00
Health Officer	Gary Scidmore	\$ 800.00
Zoning Officer	Gary McMeekin	\$18,188.00
Landfill Supt.	Robert Hayes	\$32,110.00

Hourly Wages:

Sec./Book	\$15.45	Justice Clerk	\$15.45	Library Sub	\$ 11.19
Cleaning Cust.	\$13.50	Cemetery Cust.	\$19.33	Bd of Review	\$267.00
Lifeguard	\$12.00	PL&ZBA Mtgs	\$20.00	Data Collector	\$14.50
Assess. Sec	\$14.90	Zoning Sec.	\$14.90	Museum Sec	\$12.20
Landfill Helper	\$11.95	Beautific. (Greg)	\$16.64		
T. Meade	\$19.83	J. Baker	\$19.73	S. Holland	\$19.58
D. Granger	\$19.58	M. Younes	\$19.58	J. Bentley	\$19.58
B. Donahue	\$19.90	T. Peters	\$19.33	B. Miller	\$17.33

RESOLUTION NO. 3 OF 2011

RESOLUTION DESIGNATING OFFICIAL BANKS

RESOLVED, that the following are designated to be the official banks to deposit the Town of Horicon's monies during 2011:

TD Banknorth
Glens Falls National Bank

RESOLUTION NO. 4 OF 2011

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

RESOLVED, that the official newspapers for advertising in 2011 shall be the Adirondack Journal, BE IT FURTHER

RESOLVED, that the Glens Falls Post Star shall also be used for advertising in any situation that requires a time frame that can only be met with a daily newspaper.

RESOLUTION NO. 5 OF 2011

RESOLUTION DESIGNATING MILEAGE ALLOWANCE

RESOLVED, that Town Officials be compensated at \$0.51 cents per mile for use of their vehicles in the performance of their official duties in 2011. This mileage rate follows the IRS standard mileage.

RESOLUTION NO. 6 OF 2011

RESOLUTION SETTING DATE OF MONTHLY MEETINGS

RESOLVED, that the Town Board of the Town of Horicon shall hold its monthly meeting on the third Thursday of each month at 7:00 PM at the Horicon Community Center.

RESOLUTION NO. 7 OF 2011

RESOLUTION AUTHORIZING SUPERVISOR TO SEND REPORT

RESOLVED, that the Supervisor shall submit to the Town Clerk and to the State Comptroller, a copy of the Annual Report for 2010 no later than 60 days after the close of the year.

RESOLUTION NO. 8 OF 2011

RESOLUTION TO RE-APPOINT TOWN HISTORIAN

RESOLVED, that Colleen Murtagh be re-appointed to serve as Town Historian for 2011 at a salary of \$1,500.00

RESOLUTION NO. 9 OF 2011

RESOLUTION AUTHORIZING HIGHWAY SUPERINTENDENT TO EXPEND AMOUNTS UNDER \$1,000.00

RESOLVED, that the Highway Superintendent be authorized to expend under \$1,000.00 per item for repairs. Any other expenditures shall be reviewed by the Highway Committee.

RESOLUTION NO. 10 OF 2011

RESOLUTION TO RE-APPOINT DOG CONTROL OFFICER

RESOLVED, that the Town Board does hereby re-appoint Darian Granger to serve as Dog Control Officer for the Town of Horicon. Annual salary is \$4,050.00.

RESOLUTION NO. 11 OF 2011

RESOLUTION AUTHORIZING SUPERVISOR TO PURCHASE CERTIFICATE OF DEPOSITS WITH SURPLUS MONEY

RESOLVED, that the Supervisor is hereby authorized to place surplus monies in legal deposits, at the highest available interest for the Town of Horicon.

RESOLUTION NO. 12 OF 2011

RESOLUTION RE-APPOINTING TOWN COUNSELOR

RESOLVED, that Mark Schachner, Esq. is hereby re-appointed as Town Counsel for the Town of Horicon. Counselor Schachner shall be compensated on an hourly basis of \$125.00.

RESOLUTION NO. 13 OF 2011

RESOLUTION TO ADOPT PROCUREMENT POLICY AND PROCEDURES PURSUANT TO S104B OF THE GENERAL MUNICIPAL LAW

WHEREAS, the Town of Horicon adopted a Procurement Policy in Resolution 32 of 1992, AND WHEREAS, this policy needs to be reviewed and adopted each year, NOW, THEREFORE BE IT

RESOLVED, that the Town Board hereby adopts the Procurement Policy and Procedures Pursuant to S104B of the General Municipal Law.

RESOLUTION NO. 14 OF 2011

RESOLUTION TO ADOPT INVESTMENT POLICY FOR TOWN

WHEREAS, the Town of Horicon adopted an Investment Policy in January, 1988, AND WHEREAS, this policy is reviewed and adopted each year, NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Horicon, hereby adopts the Investment Policy enacted in Resolution 21 of 1988. Banks used by the Town of Horicon are named in Resolution #3 at every Organization Meeting.

RESOLUTION NO. 15 OF 2011

**RESOLUTION ESTABLISHING BONDING FOR TOWN OF HORICON
EMPLOYEES FOR THE YEAR 2011**

WHEREAS, under Sec. 25 of Town Law, the Town Board is required to set the amounts of a Blanket Bond for Town Officers & Employees by Resolution, AND WHEREAS, the Town of Horicon is insured for bonding of all its employees, NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Horicon establishes the following limits of insurance:

Public Employee dishonesty bond-per employee \$10,000.00

Additional indemnity-specified positions

 Town Supervisor \$ 30,000.00

 Deputy Supervisor \$ 30,000.00

 Town Clerk \$ 30,000.00

 Tax Collector \$310,000.00

Public Officials Liability Policy: Provides coverage for "errors or omissions" for which public officials are found liable:

 Each Claim Limit \$1,000,000.00

 Annual Aggregate \$1,000,000.00

BE IT FURTHER

RESOLVED, that the Town Clerk of the Town of Horicon is hereby instructed to file a copy of this Resolution with the Warren County Clerk

RESOLUTION NO. 16 OF 2011

RESOLUTION RE-APPOINTING SUPERVISOR'S SECRETARY

RESOLVED, that Supervisor Bentley does hereby re-appoint, with Town Board approval, Dawn Higgins as Secretary to the Supervisor at an hourly wage of \$15.45 per hour for a 40 hour week.

RESOLUTION NO. 17 OF 2011

RESOLUTION TO RE-APPOINT PLANNING BOARD CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint Bradley Bruce as Chairman of the Planning Board for a one year term, expiring December 31, 2011 at an annual salary of \$750.00.

RESOLUTION NO. 18 OF 2011

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint Gary Frenz as Chairman of the Zoning Board of Appeals for a one year term, expiring December 31, 2011 at an annual salary of \$750.00.

The following Resolutions were discussed separately.

RESOLUTION NO. 19 OF 2011

Messrs. Hill and Higgins introduced Res. No. 19 and moved its adoption, Aye-Hill, Higgins, Bentley; Nay-Dooris, Abstain-Olson:

RESOLUTION TO RE-APPOINT ZONING OFFICER

RESOLVED, that the Town Board does hereby re-appoint Gary McMeekin to serve as Zoning Officer for the Town of Horicon for the annual salary of \$18,188.00.

Landfill Superintendent Robert Hayes recommended Alberta Hopkins to fill the position of Landfill Helper as she has previously worked at the Landfill. Councilman Olson noted that another applicant, Doug Wilson, should also be considered due to his ability to operate equipment. He further suggested that based on the fact that scheduling will be done on an "as needed" basis it may be wise to hire two people so there would be an alternate. The Board was in agreement with this.

RESOLUTION NO. 20 OF 2011

Messrs. Olson and Hill introduced Res. No. 20 and moved its adoption:

RESOLUTION TO HIRE LANDFILL HELPER

WHEREAS, Landfill Superintendent Robert Hayes has reviewed the applications submitted for the part-time position of Landfill Helper and has made a recommendation to the Board to hire Alberta Hopkins to fill said position. NOW, THEREFORE BE IT

RESOLVED, that based on this recommendation along with the qualifications of several applicants, the Town Board of the Town of Horicon does hereby appoint Alberta Hopkins and Doug Wilson as part-time Landfill Helpers on an as needed basis at a pay rate of \$11.95 per hour.

The Board reviewed the Legislative Proposals to be voted on at the February 2011 Association of Towns Meeting. No exceptions were taken with the proposals.

There being no further business, the meeting was adjourned at 6:15 PM by MOTION of Messrs. Olson and Hill, all Ayes.

Respectfully submitted:

Town Clerk